

**MANDATORY  
JOBSITE VISIT CERTIFICATION**

**Lease & Maintenance of Live Plants  
at DOTD Headquarters Building  
Main Lobby, Elevator Lobbies and Secretary's Office**

**Jobsite Location:** 1201 Capitol Access Rd., Baton Rouge, LA 70802

**DOTD Contacts:** Nathan Lemoine and/or Daniel Wilkinson

**Phone No.:** (225)379-1334, (225)379-1117

**RFx No.:** 3000015183      **Opening Date/Time:** 06/02/2020, 2:00p.m.

Vendor must call the DOTD contact listed above to schedule an appointment for the inspection. Jobsite visit must be completed prior to bid opening date and time.

Certificate should be signed by the vendor or vendor's representative and the DOTD representative or their designee and submitted with the vendors bid response. A signed letter from the DOTD representative stating that the vendor did visit the jobsite and the date of inspection may be substituted. **Current vendor is exempt from this requirement.**

**NOTE:** Certification or letter from the DOTD representative must be submitted to the DOTD Procurement office prior to award. Failure to supply the required documentation will cause the vendor's bid to be rejected.

I \_\_\_\_\_ on behalf of \_\_\_\_\_

(Vendor Representative's Name – Please Print)

(Vendor's Company Name – Please Print)

certify that I have inspected the referenced jobsite location on \_\_\_\_\_, 20\_\_\_\_

and I am familiar with all conditions surrounding fulfillment of the specifications for the bid.

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(Vendor Representative's Signature)

(Date)

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(DOTD Representative's Signature)

(Date)

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(DOTD Representative's Name & Title – Please Print)